

**ATTACHMENT A  
PROGRAM DESCRIPTION**

The following "Program Description" is incorporated into the recipient's IowaGrants.gov account. Cost projections and tasks per quarter considered a starting point. Future modifications to be requested through IowaGrants.gov.

**Iowa Department of Agriculture and Land Stewardship Program Description**

IDALS will provide technical assistance to recipient counties and subrecipient Soil and Water Conservation Districts (SWCDs) and Watershed Management Authorities (WMAs) in selecting and training the six watershed project coordinators identified in the project.

Presently, IDALS provides funding to several SWCDs for watershed projects throughout Iowa, including funds for cost-sharing installation of structural conservation practices and salary and benefits for watershed project coordinators. Through previous projects IDALS has developed template forms and training materials that can be utilized for the six project coordinators to be staffed through this project. IDALS will utilize HUD funding to enter into an agreement with a current watershed coordinator to provide training and technical support to IDALS and the project coordinators associated with the grant. Specific services IDALS will provide to the HUD IWA through this agreement will include:

- Technical assistance to SWCD commissioners and/or County Supervisors on management of project coordinators dedicated to HUD Iowa Watersheds program
- Development of project coordinator job description
- Assistance to SWCDs and counties in resume review/interviews for potential project coordinator applicants
- Development of financial management tools and contractor coordination guidance for project coordinators
- Development of standard documents (i.e. maintenance agreements) for use by project coordinators
- Individual and/or group training for coordinators on unique requirements associated with HUD program compared to other SWCD watershed implementation grants

*Disaster Tie-back: The activities proposed by IDALS directly support the project MID-URN areas by providing training, tools, forms, and other technical assistance to the project coordinators and others who will be helping to manage the implementation of constructed projects and conservation projects benefiting the MID-URN areas.*

**Deliverables: Activity Code 172-01 Watershed Planning, WMA Technical Assistance: \$250,000**

Deliverables	Deliverable Goal
Project Coordinator training manual	1
Template financial tracking tool	1
Template project documents	1
Conduct new coordinator orientation	7 coordinators
Final monitoring/reporting of projects	8 watersheds
Quarterly progress reports	20

**Year 1**

Quarter 1- \$15,000

- Develop project coordinator training manual
- Develop template financial tracking files
- Develop template project documents

Quarter 2- \$15,000

- Complete project coordinator training manual
- Complete template financial tracking files
- Complete template project documents

Quarter 3- \$15,000

- Assist subrecipients with selection of project coordinators (Upper Iowa, Upper Wapsi, Middle Cedar, Clear Creek/English River)
- Training and orientation of new project coordinators

- Work with Iowa DNR to integrate coordinators into watershed plan development  
Quarter 4 - \$15,000
- Assist subrecipients with selection of project coordinators (North Raccoon and E/W Nishnabotna)
- Training and orientation of 2 new project coordinators
- Work with Iowa DNR to integrate coordinators into watershed plan development
- Assist subrecipients with quarterly reporting to IEDA
- Complete annual report

**Year 2**

Quarter 1- \$15,000

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 2- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 3- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 4 - \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs
- Complete annual report

**Year 3**

Quarter 1- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 2- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 3- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 4- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs
- Complete annual report

**Year 4**

Quarter 1- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 2- \$12,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 3- \$7,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 4- \$7,500

- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs
- Complete annual report

**Year 5**

Quarter 1- \$7,500

- Assist subrecipients with quarterly reporting to IEDA

- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 2 - \$7,500
- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 3- \$7,500
- Assist subrecipients with quarterly reporting to IEDA
- Ongoing training and technical assistance to project coordinators and subrecipient counties and SWCDs  
Quarter 4 - \$25,000
- Work with subrecipients to initiate project closeout and final reporting
- Complete final monitoring of projects
- Develop final project reports
- Audit and closeout

**Deliverables: Activity Code 309 Supporting Leverage**

Alternative supporting leverage deliverables as approved by IEDA may be substituted as long as the total supporting leverage provided is not reduced.

IDALS will track the following activities outside the scope of the funded work as supporting leverage as committed in the Phase 2 grant application.

Deliverables	Deliverable Goal
Complete the following supporting leverage projects: 1. Water Quality Initiative - Benton/Tama Targeted Demonstration Project. Installation of erosion control structures and completion of agricultural management practices identified in the Iowa Nutrient Reduction Strategy. 2. Water Quality Initiative - Miller Creek Targeted Demonstration Project. Installation of erosion control structures and completion of agricultural management practices identified in the Iowa Nutrient Reduction Strategy. 3. Water Quality Initiative - Bluegrass & Crabapple Targeted Demonstration Project. Installation of erosion control structures and completion of agricultural management practices identified in the Iowa Nutrient Reduction Strategy. 4. Water Quality Initiative - Walnut Creek Targeted Demonstration Project. Installation of erosion control structures and completion of agricultural management practices identified in the Iowa Nutrient Reduction Strategy. 5. Water Quality Initiative - Elk Run Creek Targeted Demonstration Project. Installation of erosion control structures and completion of agricultural management practices identified in the Iowa Nutrient Reduction Strategy. 6. Water Quality Initiative - Headwaters North Raccoon Targeted Demonstration Project. Installation of erosion control structures and completion of agricultural management practices identified in the Iowa Nutrient Reduction Strategy. 7. Publicly Owned Lakes Cost-Share Program. Installation of erosion control structures in the Prairie Rose Lake watershed 8. Watershed Protection Fund- Installation of erosion control structures in the Dry Creek watershed 9. Watershed Protection Fund- Installation of erosion control structures in the Silver Creek watershed	9
	<b>TOTAL: \$1,461,228</b>
Annual supporting leverage progress reporting through <a href="http://iowagrants.gov">iowagrants.gov</a>	5